

WARREN VOLUNTARY HISTORIC DISTRICT COMMITTEE

Minutes of March 27, 2007 Meeting

Attendees: Richard J. Valente (RV), Edward J. Theberge (ET), John DaSilva (JD), Patricia Read (PR), Eileen Collins (EC), John Treat (JT), Chris Fuller (CF)

Location: Town Council Chambers - Warren Town Hall

Valente: Meeting called to order at 7:09 pm

Valente: Welcomed Paul Attemann

Attemann Reviewed work completed

Valente: Advised Mr. Attemann in order to approve amount, need to see canceled checks and notation of items those checks paid for.

Attemann: Has an itemized bill for work completed in a particular month. This bill would include new and restoration work.

Treat: Requested his contractor sign a letter to verify amounts presented to the committee.

Valente: Agreed and requested letter be sent to the Town Hall and

placed on next month's agenda.

Attemann: Questioned process to receive tax credit

Valente: Once amount approved and paperwork signed, information sent to the Tax Assessor's Office

Theberge: Credit would be reflected in tax bill as of 12/31/07 – he would see a difference in June '08 tax bill.

Valente: Welcomed Jean Moniz and David Sousa from the Corliss Institute

Moniz: Reviewed proposed project, replace 14 windows in 4 units. They own 13 out of the 18 units in the building and 5 already completed. Application is for work not yet completed.

Sousa: Each pane is an individual piece of glass.

Theberge: Requested further detail on the windows.

Sousa: Each pane is individual and not one continuous piece of glass with muttons. Size of the windows staying the same.

Valente: Requested an info sheet from the manufacturer to show individual panes for the record.

Valente: Asked for a motion to accept application subject to the submission of the manufacturer's sheet in the amount of \$24,005. Motion by ET, 2nd by PR, passed unanimously.

Valente: Welcomed Paul Stockford

Stockford: would like to review the application and items noted. Needs to know what the committee needs in order to move the process forward.

Valente: Advised the committee needs to see canceled checks tying amounts to the approved amount.

Theberge: Added we needed to see pictures as well.

Stockford: Mentioned window replacement

Valente: Advised Mr. Stockford to put together an addendum of his ongoing projects to the Committee especially in light of his proposed siding removal project.

Valente: Noted on the original app that an addendum would be forthcoming for April meeting along with invoices and cancelled checks.

Valente: Asked for a motion to approve the minutes from last month's meeting. Motion by ET, 2nd by EC and passed unanimously.

Valente: Regarding minutes from State Legislation workshop, would like to hold off until next month's meeting. Would like further detail added since all were not in agreement to approve all the items the committee was asking for.

Valente: Asked for a motion to approve 3/8/07 meeting regarding American Tourister recommendations letter.

Theberge: Requested that a copy of the final letter to the Town Planning Board become part of the record.

Valente: Motion by ET, 2nd by EC, passed unanimously.

Valente: Asked for a motion that closed application letters should only be sent to any projects that have not started within 6 months of the application. Motion by EC, 2nd by JT and passed unanimously.

Valente: JD not present at meeting yet – no financial report.

Ramos: Status report presented for only open projects. Will add Lial back to report and add the Corliss Institute.

Valente: Recusal from AT discussion

Theberge: The committee's letter was read at the Planning Board's meeting as part of the record. Our issues of massing and size were also their concerns. He also mentioned the Demolition Ordinance at the meeting and would like to further discuss it at next month's meeting.

Valente: The committee's goal was to put a tighter definition on the word demolition. Requested ET put together a summarization for next month's meeting.

DaSilva: Presented financial report. Asked for a motion to approve monthly stipend. Motion by ET, 2nd by JT, passed unanimously.

Valente: Questioned when the RI State Preservation conference was being held. Requested PR send an e-mail to the Zoning and Planning Boards making them aware of upcoming event.

Theberge: Brought up issue of new brochures

Valente: Requested to be discussed at next month's meeting

Read: Suggested at that time, we vote and move quickly because spring is the optimal time.

Valente: Requested ET and JT bring a copy to next month's meeting

for approval.

DaSilva: The Treasurer's Office and Tax Assessor's office lists could be used in a direct mail effort.

Valente: Requested a motion to adjourn. Motion by JD, 2nd by JT and passed unanimously at 8:53pm